

Title: Forms, Pamphlets and Special Orders

Purpose

To ensure local agencies are using standardized forms and pamphlets supplied by the State WIC Office.

Authority

7CFR 246.7(l) & 246.11(c) (3)

Policy

Every six months, local agencies will fill in and submit to the State WIC Office the order form requesting a sufficient supply (to last six months) of the standardized WIC Administrative and Nutrition forms.

I. Forms

- A. Supplies should be reviewed and an order placed every 6 months.

II. Forms Developed by Local Agencies

- A. If a local agency has developed a WIC program form or pamphlet which meets a special need, it will be sent to the State WIC Office for approval before it is put into use.